

How to Make a PODCAST

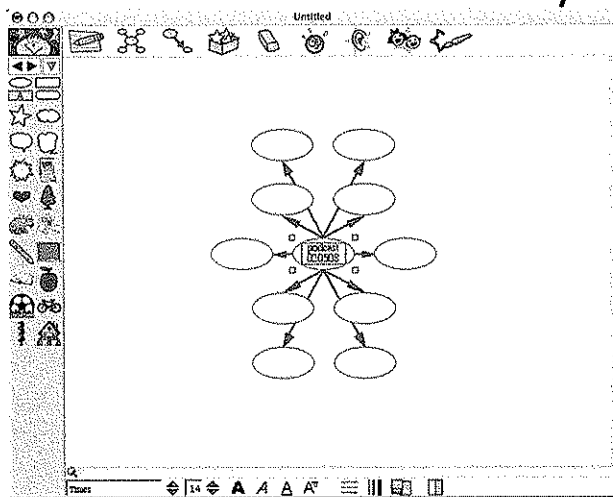
CREATE A KIDSPIRATION WEB:

First gather ideas about your subject.

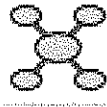
- ☐ Click on "Make a Picture"
- ☐ Click on the main idea in the middle; when it is highlighted write the date of this podcast.
- ☐ Making sure the oval is still highlighted, click on

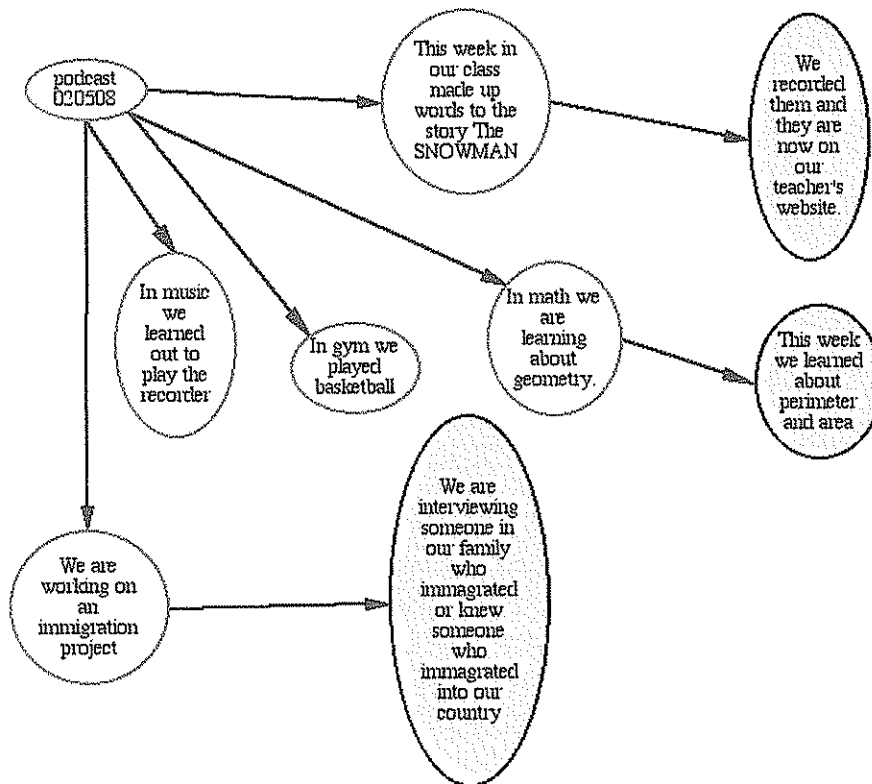


to make this on your picture screen.



- ☐ Click inside each oval to type one of the topics you will be talking about.
- ☐ To make more shapes come from an oval, highlight

that oval (click on it) and then click  again.



☐ Next you will convert your web to written sentences



by pushing this button on top.

☐ Read your sentences. Make sure that they make sense and that they sound correct when read aloud.

☐ Now export to Word by clicking this button



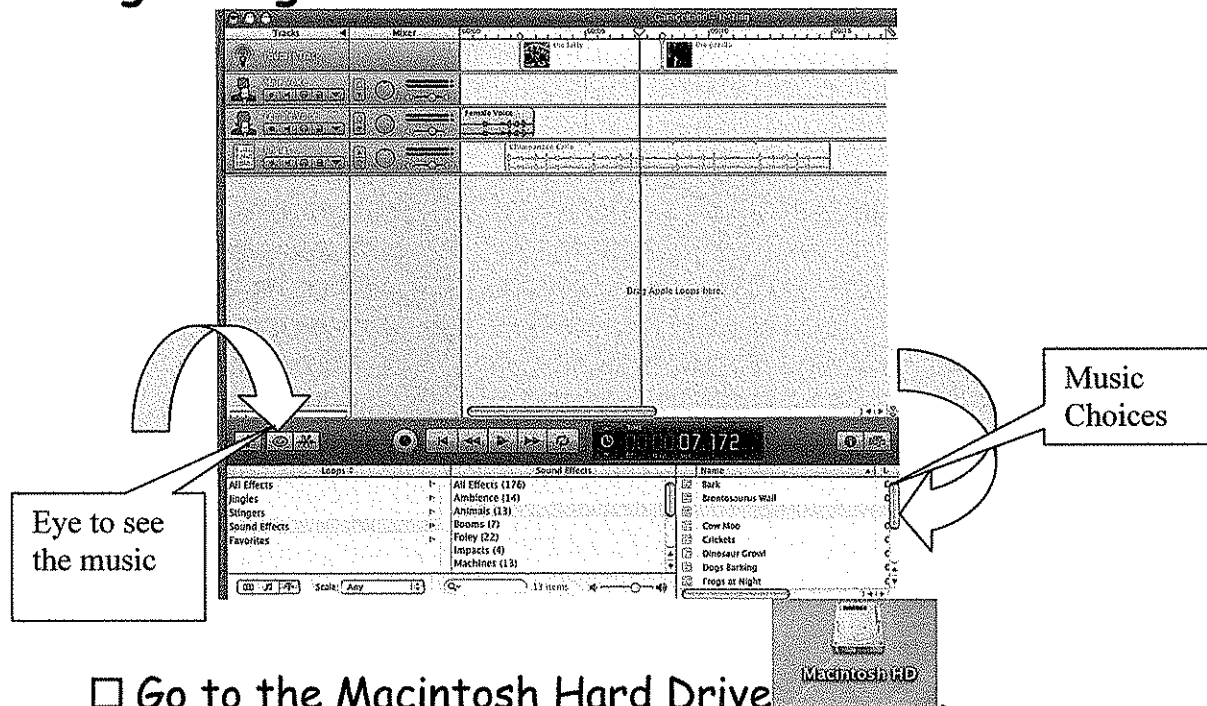
at the top.

You now have a word document. In word,

☐ Click on "tools" and press "spell check."

☐ Once you are satisfied with your paper, print one for each podcaster in your group.

Using Garage Band:




- ☐ Go to the Macintosh Hard Drive.
- ☐ Select "applications," and then find Garage Band.
All applications are in alphabetical order.
- ☐ Click on "Garage Band."
- ☐ Choose "Create new Podcast episode." A box will come up for you to name your project. Click on the arrow key below that and click on "desktop."
- ☐ Now click "create."

1). Recording your voice.

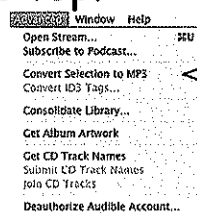
- ☐ Click on the track that says "male voice" or "female voice."
- ☐ Click on the red button and speak into the microphone (you are recording.)
- ☐ Listen to your recording when you are done. You may want to delete and start over if you make mistakes.

2). Adding music.

- ☐ Click on the eye at the bottom.  You will see the music available.
- ☐ Click on one of the music choices to hear it.
- ☐ Decide which one you like the best, click on it and drag it up to the top, and drop it under your voice recording.

SENDING PODCAST TO ITUNES:

- ☐ Click on "Share" at the top.
- ☐ Click "send podcast to itunes." A box will come up.
Type your name in all four boxes.
- ☐ Click "share." It will take a few minutes for your podcast to be sent to itunes.
- ☐ Click on the song you sent.
- ☐ Click on "Advanced" at the top.



- ☐ Click on "Convert to MP3"
- ☐ After it converts, you can drag it onto your desktop and then it's ready for your teacher to upload to her site.